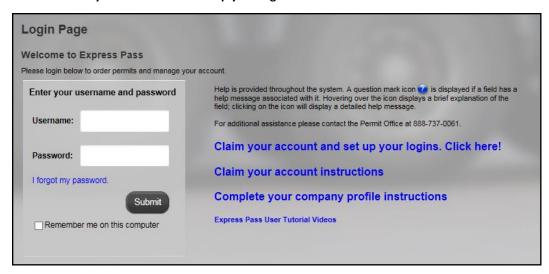**Welcome to the New Express Pass!** The New Express Pass will be used by Motor Carriers and Permit Services to validate and claim company charge accounts and set up company information. Please review the instructions below.
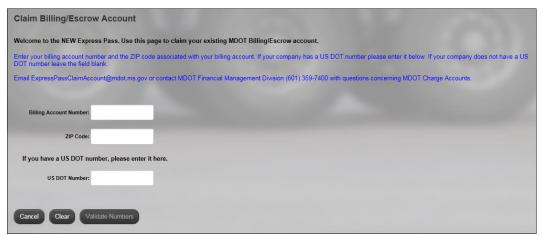
TO CLAIM YOUR ACCOUNT

1. Access the *Express Pass Login Page* at https://permits.mdot.ms.gov.

2. Click the **Claim your account and set up your logins. Click here!** link.

The **Claim Billing/Escrow Account** screen will be displayed.

The fields for **Billing Account Number, Zip Code,** and **US DOT Number** will be displayed.

Note: Email ExpressPassClaimAccount@mdot.ms.gov or contact MDOT Financial Management Division (601) 359-7400 with questions concerning MDOT Charge Accounts.

3. Enter your billing account number and the ZIP code associated with your billing account. If your company has a US DOT number please enter it. If your company does not have a US DOT number leave the field blank.

4. Click **Validate Numbers** to claim your company account. Click **Clear** to return to the dropdown list or click **Cancel** to return to the *Login Page*.
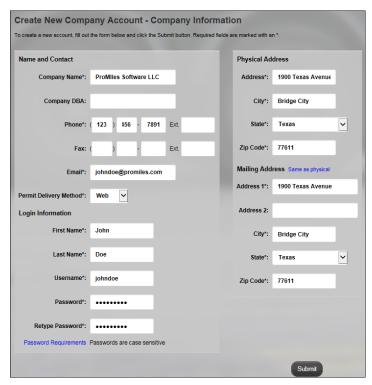
Express Pass will locate your account and will display your company information.
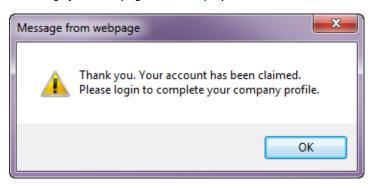
5. Click **Continue** to claim your account.

   *The **Create New Company Account - Company Information** screen will be displayed.*

6. Complete the required fields.

7. Click the **Submit** button.

   A message from webpage will be displayed.

8. Click the **OK** button.
   *The user will be rerouted to the **Login Page**.*